Package Services—Media Mail

Related QSGs: 050, 700, 900

Quick Service

Guide

Eliaibility Overview (E713)

Mailings of 500 addressed pieces (5-digit and BMC rates are separate mailings subject to separate 500 piece minimum and sorting requirements); no minimum volume for single-piece rates. Generally used for books (at least eight pages), film (16 mm or narrower), printed music, printed test materials, sound recordings, play scripts, printed educational charts, loose-leaf pages and binders consisting of medical information, and computer-readable media. Media Mail includes specific types of Package Services matter that meets additional eligibility standards for single-piece and presorted rates. Advertising restrictions apply.

Rates and Fees (R700) Based on weight without regard to zone.

Single-piece rate applies to pieces not mailed at 5-digit or BMC rates.

Presorted rates: 5-digit and BMC rates are based on weight without regard to zone and level of presort. Barcoded discount: \$0.03 per piece. Available for single-piece and Presorted Media Mail BMC rate machinable parcels (C050.4.1) that bear a correct barcode under C850 and are part of a mailing of at least 50 pieces of Media Mail. Does not apply to pieces mailed at the Presorted Media Mail 5-digit rate.

Annual presort mailing fee: \$125.00.

Addressing (A010) Each piece must include complete delivery and return addresses with correct ZIP Code or ZIP+4 code.

For barcoded discount, each piece must meet the standards in C850.

Characteristics

Minimum weight: none; subject to 1-pound minimum rate.

Maximum weight: 70 pounds. and Content

(C700)Dimensions: no more than 108 inches in combined length and girth.

Forwarding and **Related Services** Mailing items with no ancillary service endorsement obligates the mailer to pay any applicable forwarding and return postage charges at the single-piece rate (F010.5.4).

(F010)

(D700)

Deposit

Single-piece: mailing entered at an acceptance unit designated by USPS.

■ Presorted: all meter or permit imprint: generally, at post office where permit or meter license is held.

Mail Preparation and Sortation (M730) Marking on each qualifying piece:

■ Single-piece rate: "Media Mail" (or until January 1, 2002, "Special Standard Mail" or "SPEC STD").

Presorted rate: "Presorted Media Mail" or "PRSRT Media Mail" (or until January 1, 2002, "Presorted Special Standard Mail" or "PRSRT SPEC STD").

The rate marking must appear in postage area.

Preparation and labeling: none for single-piece rates; presorted rates on reverse.

For Presorted Media Mail 5-digit and BMC rates, additional preparation standards apply.

For barcoded discount, pieces must meet standards in C850.

For pallet preparation, see M045.3.6.

Postage statement: Form 3608-P (postage affixed) or Form 3608-R (permit imprint).

Postage and **Payment** Methods (P700)

Adhesive stamp (single-piece rate only) (P022), meter (P030), or permit imprint (P040); applicable conditions and restrictions.

Special Services (S900) May use COD, Delivery Confirmation, insured services, merchandise return service, Signature Confirmation, and special handling. Return receipt and restricted delivery are available for COD mail or mail insured for more than \$50.

This quide is an overview only. For the specific DMM standards applicable to this category of mail, consult the DMM sections referenced above and the general sections within each DMM module.



Preparation 5-Digit Rate—All 5-Digit (only) BMC Rate—All BMC (only) WILLIAMSTOWN MA [PSVC MACH 5D]¹ BMC SPFLD MA 05500 [PSVC MACH BMC]² CENTREVILLE VA CENTREVILLE VA 20 lb. Sacks: Minimum of 8 pieces or 20 pounds, smaller Sacks: Minimum of 4 pieces or 20 pounds, smaller volumes not permitted. volumes not permitted. Labels: For Line 1, use 5-digit destination on mail. Labels: For Line 1, use L601.

- 1. Use "PSVC FLTS 5D NON BC," or "PSVC IRREG 5D," or "PSVC MACH 5D" as applicable.
- 2. Use "PSVC FLTS BMC NON BC," or "PSVC IRREG BMC," or "PSVC MACH BMC" as applicable.

Mailers are not required to prepare 5-digit rate mailings before preparing BMC rate mailings. 5-digit and BMC rate mailings are separate mailings subject to separate 500 piece minimum requirements.